



City of San Antonio Contract Services Department High Risk Contracting Initiatives *Monthly Contracting Report, March 3, 2005*

Contracting Initiatives in Development

Design Review Team for Acoustical Treatment Program (Aviation Department)

The Aviation Department is drafting a Request for Qualifications (RFQ) for the selection of an independent Design Review Team (DRT) as required by state law and grant assurances to work in conjunction with City staff in the implementation of the Residential Acoustical Treatment Program. The DRT will provide design review, construction testing and inspection, and provide confirmation that the Acoustical Treatment Consultant meets program goals and objectives. The DRT will consist of an inspection team, air quality consultant, and noise testing consultant. The RFQ is planned for release in March. **For information, contact Kevin Dolliole at 207-3444.**

Design/Build Team for Emergency Operations Center (Public Works Department)

The Public Works Department is drafting a Request for Qualifications (RFQ) for the selection of a design/build team that will design and construct the City of San Antonio/Bexar County Emergency Operations Center. Proposers that are shortlisted during the RFQ process will be asked to participate in a Request for Proposals (RFP) phase. During the RFP process, the shortlisted proposers will provide more detailed project information that will be evaluated by the selection team. The RFQ is planned for release in March. **For information, contact Doug Yerkes at 207-6530.**

Contracting Initiatives Currently Being Solicited/Evaluated

Comprehensive Nutrition Program (Department of Community Initiatives)

An Invitation for Best Value Bids was issued November 3 by the Department of Purchasing & General Services in support of the Department of Community Initiatives. Bids were solicited from qualified vendors to provide up to 4,000 meals daily for the Comprehensive Nutrition Program (CNP), which serves the City's senior citizens. At the September 23 City Council meeting, a one year contract extension with the existing CNP vendor (Selrico) was authorized, and staff was directed to initiate a new solicitation process. On September 30, City staff conducted a work session with the City Council Economic and Human Development Committee to discuss the requirements of the new solicitation document. A pre-bid conference was conducted November 17. The deadline for bid submissions was December 3, and one bid was received from Selrico. Staff has reviewed the bid and the City Council's Economic and Development Committee has recommended acceptance of the bid. An award recommendation to City Council is scheduled for March. **For information, contact Dennis Campa at 207-7209.**

Energy Efficiency Services (Environmental Services Department)

A Request for Qualifications (RFQ) was issued by the Environmental Services Department to identify qualified firms for development of a comprehensive energy efficiency program. Selected firms will be invited to submit proposals to enhance energy efficiency on City-owned facilities and equipment. The RFQ was released February 14, a pre-submission conference was held February 23, and responses are due March 14. **For information, contact Daniel Cardenas at 207-6470.**

Professional Imaging Services (S.A. Metropolitan Health District)

The Metropolitan Health District issued a Request for Qualifications (RFQ) November 10 to select providers of professional imaging services, including obstetrical ultrasound, mammography, x-ray, and CT scanning. The evaluation criteria include experience, qualifications, availability, and responsiveness. A pre-submission conference was conducted November 29. Two responses were received on December 17. The Evaluation Team met January 5. City Council consideration is scheduled for March. **For information, contact Dr. Fernando A. Guerra at 207-8731.**



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Contracting Initiatives Currently Being Solicited/Evaluated (continued)

Federal Representation Services (Office of External Relations)

The Office of External Relations issued a Request for Proposals (RFP) on November 1 to solicit proposals from qualified firms to provide services related to the development and implementation of the City's Federal Initiatives Program. The evaluation criteria include experience, qualifications, capabilities, and responsiveness. The City Council Intergovernmental Relations Committee was briefed regarding the RFP on September 23 and October 25. A Management Team presentation was conducted October 12. Thirteen proposals were received on December 1. An initial meeting of the Evaluation Team occurred December 10. The Evaluation Team interviewed respondents on January 14. The City Council Intergovernmental Relations Committee conducted interviews of the top three respondents on January 25. On February 17, City Council approved a contract with the firm of Loeffler, Tuggey, Pauerstein, Rosenthal, LLP. In addition, the City Council requested staff to negotiate a contract with Holland and Knight, LLP. City Council consideration is scheduled for March. **For information, contact Ray Baray at 207-8109.**

Shuttle Service Agreement (Aviation Department)

The Aviation Department issued a Request for Proposals (RFP) October 10 to solicit proposals for the non-exclusive right to operate the shuttle service concession at the San Antonio International Airport. Evaluation criteria include the proposed minimum annual guarantee to the City, as well as the percentage of gross receipts payable to the City. A Management Team presentation was conducted August 24, and a presentation to the City Council Quality of Life Committee was conducted October 7. A pre-proposal conference was conducted October 27, 2004. The deadline for submission of proposals was February 2, and two firms submitted proposals. The Evaluation Team interviewed both firms on February 28. A Management Team presentation is planned with a subsequent award recommendation to City Council. **For information, contact Kevin Dolliole at 207-3444.**